



PARK RANGER/NATURALIST

Would you enjoy ensuring the Fremont Parks and Recreation facilities are safe for everyone to enjoy? Would you like to develop and teach interpretive programs? If the answer is “yes,” you should consider applying for the Park Ranger/Naturalist position.



We are recruiting for 2 Park Ranger/Naturalists

**Recruitment Closing Date: 5:00 p.m.
on November 5, 2015**

ABOUT US

Recently ranked second on the “Best Run City in America” list by 24/7 Wall St. and America’s third “Sharpest, Smartest City” by Reader’s Digest, the City of Fremont is a City continuing to move forward! Located in the heart of the Bay Area, this strategically urban city prides itself on innovation, green technology, a low crime rate, great schools, and an incredibly diverse population of over 220,000 residents. As a full service City, Fremont employs over 864 regular employees and has an annual operating budget of \$156.8 million dollars. Fremont is an employer that values its people, creativity, quality service, integrity, open communication, mutual respect, and diversity.

THE POSITION

The Community Services Department plays a key role in enhancing the community and ensuring the citizens of Fremont receive excellent customer service through the management of recreation facilities, quality recreation and environmental programs, park planning and the maintenance of City parks, trees, and medians.

EXAMPLES OF DUTIES

- Works in prescribed uniform and is responsible for general patrol and supervision of Central Park, Lake Elizabeth, recreation facilities and parks throughout Fremont.
- Assists with the development and delivery of environmental education/interpretative programs.
- Initiates and maintains community based relationships with schools and other local organizations in support of interpretive programs and park projects.
- Assists with developing, planning, and delivering special events with an interpretive focus such as Earth Day.
- Supervises and trains part-time park staff and volunteers as needed.
- Completes minor maintenance work on vehicles, equipment and facilities.
- Provides assistance and acts as a liaison to the public, responding to questions concerning park and recreation facilities, programs, policies, and rules and regulations.
- Demonstrates knowledge of and enforces the Fremont Municipal Code or other rules, regulations and ordinances pertaining to park operations within the City, including the issuance of citations.
- Investigates, collects evidence, statements and prepares reports in response to complaints, crime, injury accidents, and other park incidents.
- Operates bicycles, motorized boats, patrol vehicles, and two-way radios.

CANDIDATE PROFILE

The City is searching for an independent and effective team player who is able to multi-task in a fast-paced work environment. The successful candidate will be well versed and have a genuine interest in; environmental education, park safety, boating, recreation programming, customer service, facility operations and teamwork. The Park Ranger/ Naturalist must demonstrate the ability to communicate effectively orally and in writing, while maintaining effective working relationships with co-workers and public in a challenging environment, tactfully enforcing City and department policies, rules and laws.

EDUCATION AND EXPERIENCE

Any combination of education and/or experience that has provided the knowledge, skills and abilities necessary for satisfactory job performance would be qualifying. A typical way to obtain the required knowledge, skills and abilities would be college level course work in park management, recreation administration, environments studies, ecology or supervision and one year of directly related experience.

Possession of a valid Class C California Driver’s license and satisfactory driving record is required at time of appointment and A valid certificate in Penal Code Section 832 must be secured and maintained prior to completion of the probationary period. Possession of, or ability to obtain by the time of appointment and maintain during employment, current certificates in Red Cross Standard First Aid and Red Cross CPR for the Professional Rescuer or equivalents. Higher level certifications may be submitted in substitution.



Tentative Recruitment Schedule

Closing Date: November 5, 2015

Oral Board Interviews: Week of November 9, 2015

Hire: End of November, 2015

COMPENSATION & BENEFITS

The annual salary is \$55,432 - \$66,704 depending on qualifications. Current benefit features include:

CalPERS Retirement Benefit*

- Classic Employees - 2.0% @ 60 benefit, 3 year final average compensation.
- New Employees - 2.0% @ 62 benefit, 3 year final average compensation.
- Required PERS contributions vary by plan. All required contributions are tax deferred.
- Cafeteria Benefits Plan for employees/dependents includes up to \$1,681.95 monthly to purchase medical, dental and vision plans; child care and medical expenses can be paid for with pre-tax dollars.

A complete benefits summary can be found at Fremont.gov or by using this link: [Benefits Summary](#)

This is a City of Fremont Employee Association (CFEA) represented position with a probationary period of six (6) months.

*Refer to CalPERS web site for complete definitions of Classic and New employees: www.calpers.ca.gov

HOW TO JOIN OUR TEAM

To be considered for this position, apply online by submitting a completed City application and resume through our on line application system: [City Jobs](#)

The process may include individual and/or panel interviews, written exercise, fingerprint check, and other related components. Only those candidates who have the best combination of qualifications in relation to the requirements and duties of the position will continue in the selection process. **Meeting the minimum qualifications does not guarantee an invitation to participate in the process.**

REASONABLE ACCOMMODATION

Human Resources will make reasonable efforts in the examination process to accommodate persons with disabilities.

Please advise Human Resources of any special needs a minimum of 5 days in advance of the selection process by calling (510) 494-4660.

The City of Fremont is an Equal Opportunity Employer.

HUMAN RESOURCES DEPARTMENT

City of Fremont

3300 Capitol Avenue, Building B

Fremont, CA 94538

Phone: (510) 494-4660

15CS05 Posted 10/19/15



PARK RANGER/NATURALIST I - SUPPLEMENTAL QUESTIONNAIRE

GENERAL INFORMATION:

The completion of this supplemental questionnaire is required for your application to be considered for the Park Ranger/Naturalist I position, and is an integral part of the examination process.

This supplemental questionnaire will be used to assess your experience as it relates to the position of Park Ranger/Naturalist I position. Your responses will be evaluated and will assist in determining which applicants will receive further consideration in the examination process.

Your responses must be verifiable with the information on your application.

DIRECTIONS:

When you apply online you will be asked to respond to the following questions:

1. How many years of professional experience do you have performing Park Ranger duties?
 - ☐ None
 - ☐ Less than 1 year
 - ☐ 1 year to less than 2 years
 - ☐ 2 years to less than 3 years
 - ☐ 3 years or more
3. What is your highest level of education?
 - ☐ Did not complete high school or equivalent
 - ☐ High school diploma or equivalent
 - ☐ Some college
 - ☐ AA degree
 - ☐ Bachelor's degree or higher
4. What is your proficiency with the Microsoft Office Suite?
 - ☐ None
 - ☐ Beginner
 - ☐ Intermediate
 - ☐ Advanced
 - ☐ Expert
5. Do you currently have valid certificates in Red Cross Standard First Aid and Red Cross CPR for the Professional Rescuer or equivalents?
 - ☐ Yes
 - ☐ No